

State Charter School Board
Amendment Request

AMENDMENT REQUEST

Utah State Charter School Board

Charter schools are public schools governed by independent boards and held accountable to a legally binding written contractual agreement with their charter authorizer. The Utah State Charter School Board (SCSB) is a statutory charter authorizer charged with authorizing, monitoring, evaluating, and holding accountable charter schools to compliance with federal and state laws, rules, and regulations, and their contractual agreement. If a time comes when a charter school governing board requires a change to its charter, then the contractual agreement may be modified by mutual agreement of the charter authorizer and the governing body of the school.

Amendment requests, including all required attachments and supporting documentation, are due electronically the first Wednesday of the month preceding the month of the State Charter School Board meeting. A schedule of State Charter School Board meetings can be found at <http://schools.utah.gov/charterschools/State-Charter-School-Board.aspx>. Incomplete requests will not be considered.

Prior to inclusion on the agenda, the State Charter School Board recommends charter school governing boards schedule an appointment with State Charter School Board staff to discuss the request and provide clarification to any staff questions. Appointments can be scheduled by emailing jo.schmitt@schools.utah.gov

1. Charter School St. George Academy
 Website www.stgacademy.org
 Board Chair Neil Walter Email nwalter@stgacademy.org
 School Administrator David W Jones Email djones@stgacademy.org
2. The charter school is located in which school district(s)? Washington County School District
3. Name(s) and title(s) of district personnel to whom you provided a copy of your entire amendment request, as well as the date of contact.
 Submitted to Mr. Larry G. Bergeson, Superintendent (person) who works at Washington County School District on 09-07-2016 (date).
4. Duly elected or appointed governing board members of the school, with titles.

Board Chair¹: Neil Walters

Board Vice Chair: Dr. Ellen Arch

Board Treasurer: Steve Hurst

Board Secretary: Owen Olsen

¹ U.C.A. §53A-1a-508 (2) (j)

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Board Member: Stephen Wattles

Board Member: Stephanie Jerganin

Board Member: Tara Griffith

Board Member: Eric Grob

Board Member: Curtis Crofts

5. School mission and purpose(s) (limited to one page):

The mission of St. George Academy is to provide our students with a strong academic foundation preparing them for a successful college experience and their future learning endeavors”

The purpose(s) of St. George Academy are consistent with U.C.A. §53A-1a-503 include:

- (1) continue to improve student learning by being college preparatory;
- (2) encourage the use of different and innovative teaching methods including seminar-style courses, experiential learning opportunities, inquiry based-learning, and cooperative learning methodologies;
- (3) create new professional opportunities for educators that will allow them to actively participate in designing and implementing the learning program at the school by promoting different pedagogies in the classroom, and allowing educators to be engaged in the design of varied and dynamic teaching methodologies;
- (4) increase choice of learning opportunities for students by offering a unique learning environment for the area;
- (5) establish new models of public schools and a new form of accountability for schools that emphasizes the measurement of learning outcomes and the creation of innovative measurement tools by employing effective and data-proven pedagogical methodologies;

6. Requested amendment to charter agreement (check all that apply). Provide requested details and supporting documentation as outlined for each amendment.

Requires Utah State Board of Education (USBE) Approval (2-3 months)

SCSB actions:

- SCSB staff reviews amendment request and redline charter application to ensure consistency;
- SCSB considers request at future meeting as an action item on the agenda;
- If approved, SCSB staff completes paperwork required for consideration at a future USBE meeting;
- If approved, governing board and SCSB sign an addendum to the original charter agreement outlining the agreed upon changes; and
- USBE sends letter of approval to school.

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_____ **Change to school mission or purpose(s).** Include a redline version showing new additions and ~~removed language~~ in school mission and/or purpose(s). Include revised table of contents if applicable. In **Attachment 1**, describe the process the governing board followed when making this decision, as well as why a change to mission and/or purpose(s) is necessary for the governing board to meet the terms and conditions in its contractual agreement.

_____ **Waiver from Board Rule** _____ (include rule number and title). In **Attachment 1**, describe why the waiver is necessary to meet the mission and/or purpose(s) of the school and help the governing board meet the terms and conditions in its contractual agreement.

 X **Expansion of student enrollment or grade levels served.** Indicate the number of students in grade K, 1 – 6, 7 – 8, and 9 – 12 being requested. In **Attachment 1**, describe whether or not this expansion of student enrollment will require a new facility or a significant structural change to an existing facility. If so, provide the date when the documents pertaining to the financing of the facility project will be submitted to the SCSB for advice and the projected date the facility will be completed.

Requests for new students or grades will not be accepted after July 1 for the next school year (e.g., requests for SY2017 must be submitted before July 1, 2016).

New students or grades requested. (Copy and complete this information for all school years that new students are requested. Only include the new students or grades requested for that specific year. SY2017 is the 2016-2017 school year.)

SY **2018** Grade K: _____

Grades 7 – 8: **125 (Grade 8)**

Grades 1-6: _____

Grades 9-12: _____

Requires State Charter School Board Approval (1-2 months)

SCSB actions:

- SCSB staff reviews amendment request and redline charter application to ensure consistency;
- SCSB considers request at future meeting either as an action item on the agenda or as part of the consent calendar;
- If approved, governing board and SCSB sign an addendum to the original charter agreement outlining the agreed upon changes; and
- SCSB sends letter of approval to school.

_____ **Change to curricular or instructional emphasis, including educational program or methods of instruction.** Include a redline version showing new additions and ~~removed language~~ in educational program or methods of instruction. Include revised table of contents if appropriate. In **Attachment 1**, provide supporting documentation of new, evidence-based choice, as well as anticipated improvement in student performance.

_____ **Relocating to a new school district or municipality.** *Operational schools* must provide evidence supporting the decision to move, including minutes from the board meeting where parents and student provided feedback and the projected impact on enrollment in **Attachment**

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1. *Planning year schools* must provide a detailed market analysis of newly proposed location, including corresponding capital facility plan (**Attachment 1**) and revised budget for the planning year and first three operational years (**Attachment 2**).

_____ **Matriculation agreement.** In **Attachment 1**, describe the purpose for the matriculation agreement and provide a copy of the school's proposed matriculation agreement signed by all participating charter school(s).

_____ **Change to effectiveness goals, performance measures, or accountability plan (original agreement) or Exhibit A (new agreement).** Include a redline version showing new additions and ~~removed language~~ in contractual agreement performance measures and provide supporting documentation for the requested change as **Attachment 1**. Include revised table of contents if appropriate.

_____ **Postponement of opening year.** In **Attachment 1**, describe the reason for postponing the school's opening year. In **Attachment 2**, provide a copy of the revised budget for the planning year and first three operational years. Include additional supporting documentation as necessary.

_____ **Change to Bylaws, Articles of Incorporation, or contractual agreement specific to number of board members or board member election / appointment process.** Include a redline version showing new additions and ~~removed language~~ in Bylaws as **Attachment 1**.

_____ **Removal of original application sections (requires policies or written procedures).** Include a redline version showing ~~removed language~~ and revised table of contents as **Attachment 1**. Provide policy addressing topic, including effective date and excerpt from board minutes at which policy was approved or provide procedure addressing topic and statement granting authority to administration to manage the procedure (**Attachment 2**). *NOTE: Policies, procedures, and minutes can be provided through a specific hyperlink to the exact policy, procure, or minutes. Example list of applicable application sections below. SCSB staff will review policy or procedure for compliance with state law and board rule.*

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- Job descriptions for educators and administration, including business administrator
- Selection of Education Service Providers
- Financial performance and sustainability goals
- Board performance and stewardship goals
- Student achievement levels for assessments no longer required by USBE (e.g., end of level CRT, IOWA, DWA, etc.)
- Acceptable use and social media policy
- Extra-curricular activities and fee schedules
- Opportunities for parental involvement
- Background information sheets and resumes
- Elementary assessments
- Graduation requirements
- Special Education program description
- Admission (including lottery policies) and dismissal procedures or suspension/expulsion procedures
- Procedures to review complaints
- Educator qualifications
- Fiscal procedures or purchasing policies & procedures
- Employee termination or terms and conditions of employment
- Employee evaluation
- Employment of relatives
- School closure plan

_____ **Decrease grades served or student enrollment.** In **Attachment 1**, provide the reduction in enrollment, by grade, or list of removed grades served, and summarize the governing board's discussion that led to the decision to reduce grade levels or number of students served.

_____ **Removal of original application sections (administrative language).** Include a redline version showing ~~removed language~~ and revised table of contents as **Attachment 1**. Example list of applicable application sections below. *NOTE: SCSB staff will review redline to ensure removed language complies with the list below.*

- Course catalog or master course list
- Lesson plans
- Calendar / master schedule / bell schedule
- Planning year, operational years, and contingency budgets
- Detailed business plan
- Organizational structure (not including governing board)
- Insurance
- Library plan
- Technology plan
- Administrative services
- Market analysis
- Capital facility plan
- Additional information/Letters of support

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_____ **Other.** Please describe amendment requests that do not fall into any identified category above. Provide details and supporting documentation as appropriate. Additional information may be requested following review and request may require SCSB or USBE approval.

7. Additional information you would like the SCSB to consider:
8. Complete *Charter Contractual Agreement Goals* table. Include goals identified in the Charter Fidelity Monitoring Report (if charter agreement signed prior to June 2016) or Exhibit A (if charter agreement was signed in June 2016 or later). Contact jo.schmitt@schools.utah.gov for a copy of the Charter Fidelity Monitoring Report or Exhibit A. If the school is not meeting all of its charter contractual agreement goals, then include the governing board's corrective action plan as **Attachment 3**. (Corrective action plan limited to two pages.)


Charter Contractual Agreement Goals

Instructions: Insert charter school goals found in the Charter Fidelity Monitoring Report (if charter agreement signed prior to June 2016) or Exhibit A (if charter agreement was signed in June 2016 or later). Make certain to include the section and page number where this information can be found. Insert rows as needed.					
Measure	Metric	Board Goal	Performance 2 Years Prior	Performance Prior Year	Performance Current Year
School Grade	The letter grade given to a school by the School Grading Accountability system	$\geq C$			
Federal Accountability	The overall score, used for Federal Accountability and reported on the PACE report card	≥ 345			
Academic Preparation – ACT	Percentage of graduates scoring at least 20% above the national average on ACT exam	$\geq 70\%$			
College Acceptance	Percentage of 12 th grade students who have been at the school for at least 3 FAY are accepted into a college/university	$\geq 70\%$			

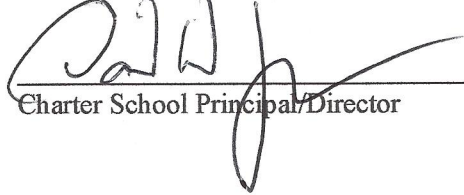
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Transfer Rate	Percentage of students who leave the school before year-end	$\geq 7\%$			
Retention Rate	Percentage of students enrolled at year-end who returned to a school within the LEA by Oct. 1 of the following year	80%			

DocuSigned by:


28738296A343470

Governing Board Chair Signature


Charter School Principal/Director

Sep-07-2016 | 06:10 MDT

Date

09-07-2016

Date

Attachment A

St. George Academy - Washington, UT Request for expansion of student enrollment or grade levels served.

The Board of Directors for St. George Academy seeks approval from the State Charter School Board and the Utah State Board of Education for an amendment to St. George Academy's original charter agreement to expand its instructional program to include an eighth grade beginning in SY2018. For the SY2018 academic year, St. George Academy is seeking to add one hundred and twenty five eighth graders to its student population. Please note, St. George Academy is not seeking an additional allotment of seats for SY2018 but only an expansion of the grades serviced by the Academy.

The St. George Academy Board of Directors believes that the addition of the eighth grade will create a full-spectrum secondary educational environment and greatly enhance the potential for important organizational aspects of St. George Academy in the foreseeable future. As the mission of St. George Academy is focused on providing its students with an educational experience that will prepare them for success at a university, the addition of an eighth grade will allow St. George Academy to expand its academic program in such a way that will establish an even stronger foundation of college-readiness for its students. Currently, students in Washington County receive a great introduction to college readiness in their seventh grade year. St. George Academy seeks to significantly expand on that experience by creating an eighth grade program that establishes higher expectations in the learning experience, begins to train students in the personal skills necessary for future success, while commencing the processes of early college advisement within an environment whereby academic achievements and ambitions are celebrated.

The addition of an eighth grade to the academic program will increase the enrollment of St. George Academy by becoming an attractive option for multiple populations of students in the service area. Notably, Dixie Montessori Academy (a public charter LEA) and Trinity Lutheran School (a private parochial school) only offer programs to the seventh grade resulting in their students having to enter into another LEA for one year and then enter into SGA for their ninth grade year. The administrations of these and George Washington Academy have been consulted on the possibility of SGA's addition of an eighth grade and they have expressed their support. Importantly, the addition of an eighth grade will align the Academy's structure with the other secondary LEAs within the Washington County School District which employs the unique organization of an intermediate (grades 6-7), middle (grades 8-9), and high school (10-12). The addition of an eighth grade to SGA's academic program will make it more attractive for students from the WCSD's intermediate schools to enter into St. George Academy.

As a pre-operational school for SY2017, this proposed expansion of student enrollment to include an eighth grade will not require a new facility or any significant structural change to St. George Acad-

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emy's existing facility. The addition of an eighth grade to the student population will serve to increase enrollment for SY 2018, create a viable pipeline of students entering into St. George Academy, and further promote the mission of St. George Academy by providing its students an even more extensive academic foundation.